



15-03-2023

### Safe Work Procedure

Following points will be considered while doing work

1. Switch off the line before starting work. Remove the fuses.  
Open the door of compartment put a notice board on the compartment i.e. man on work please do not put ON or a LOTO on the compartment for lockout/tag out control hazardous energy & protect works form harm.
2. Check whether supply is OFF.
3. While doing welding work, check no one is there in the connected area. Keep a bucket full of water & fire extinguisher nearby working area. Use welding goggle. Mark the area where welding may affect.
4. While working at height, use full harness safety belt. If there is not anything to hang the safety belt, we have to firstly install life rope and then after hang the safety belt hook.
5. Always use all safety equipment such as safety shoes, helmets, belts, etc.
6. Supervisor/Plant Engineer should be present at the site while working.
7. Always work with calm & quite mind.
8. Do not put pressure for fast work.

Thanking you.

Your's faithfully